# Workplace Health and Safety

## Establishing and Maintaining a WHS system

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## Establishing and Maintaining a WHS system

1. Locate and communicate OHS policies which clearly express the organisation's commitment to implement relevant ***WHS legislation***in the enterprise
2. Define WHS responsibilities for all workplace personnel in accordance with WHS policies, procedures and programs
3. Identify and approve financial and human resources for the effective operation of the WHS system

## Establish and maintain participative arrangements for the management of WHS

* 1. Establish and maintain participative arrangements with employees and their representatives in accordance with relevant WHS legislation
  2. Appropriately resolve issues raised through participative arrangements and consultation
  3. Promptly provide information about the outcomes of participation and consultation in a manner accessible to employees

## Establish and maintain procedures for identifying hazards, and assessing and controlling risks

* 1. Develop procedures for ongoing hazard identification, and assessment and ***control of associated risks***
  2. Include hazard identification at the planning, design and evaluation stages of any change in the workplace to ensure that new hazards are not created by the proposed changes
  3. Develop and maintain procedures for selection and implementation of risk control measures in accordance with the hierarchy of control
  4. Identify inadequacies in existing risk control measures in accordance with the hierarchy of control and promptly provide resources to enable implementation of new measures
  5. Identify intervention points for expert OHS advice

## Establish and maintain a quality WHS management system

* 1. Develop and provide an OHS induction and training program for all employees as part of the organisation's training program
  2. Utilise system for ***WHS record keeping***to allow identification of patterns of occupational injury and disease in the organisation
  3. Measure and evaluate the WHS system in line with the organisation's quality systems framework
  4. Develop and implement improvements to the WHS system to achieve organisational OHS objectives
  5. Ensure compliance with the WHS legislative framework so that legal WHS standards are maintained as a minimum